

FEDERAL AGENCY EMPLOYMENT
NON-LAW ENFORCEMENT JOBS

Dr. Lucy Edwards Hochstein
lhochstei@radford.edu

The United States Office of Personnel Management maintains a website of most current federal job openings, <http://www.USAJOBS.opm.gov/>. Use this website to narrow your job interests, search for job openings, post your resume, submit job applications, and more. A good place to start is the tutorial available from the USAJOBS Information Center part of the website.

Check the USAJOBS website to find the names of all federal agencies that list their job openings there. Some excepted agencies, such as Homeland Security, have most of their jobs on this website, but you should also go to an agency's website if you are interested in working for that agency, since there may be other job listings there.

Be sure to read each job listing's qualifications tab to view the qualifications for each job. Many entry level professional federal jobs don't require a degree with a particular major. Your minor may also help qualify you for some jobs.

Usually GS-5 positions are entry level, in that you will substitute your bachelors degree for experience to qualify. For GS-7 level jobs you can sometimes substitute a 3.0-4.0 GPA or some graduate level course work for experience to qualify. With a masters you will qualify at the GS-7 level, and sometimes at the GS-9 level. Most professional jobs have the possibility for advancement at least to the GS-13 level, however, this will probably not be in the location or even the same agency where you started. Even number grades, GS-2, GS-4, GS-6, for example, are not professional grades, so generally you will not want to apply for these jobs when you have a college education.